



RESIDENTIAL RENTAL PROPERTY REGISTRATION APPLICATION

CITY OF ENNIS - DEPARTMENT OF HEALTH SERVICES

OFFICE PHONE – 972/875-6442 • FAX – 972/875-8540 • EMAIL – healthdept@ennistx.gov

Please check if this is a single family home Please check if this is a multi-family home (3+ Units on same property)

Address of Rental Property:		
*Primary Tenant Name:		<i>*Note: This section does not apply to Multi-Family Dwelling Units</i>
Tenant's Phone:	<i>See Rental Permit Rate Table Below For Calculations:</i>	
Date of Occupancy:	Number of Occupants:	Amount Due:
Please complete the appropriate information below:		
INDIVIDUAL OWNER		
Owner's Name:		
E-mail Address:		
Address:		
Phone:	24/7 Emergency Contact:	(Work/ Cell)
PARTNERSHIP		
Partnership/Company Name:		
List the name, business address and phone number of each partner:		
CORPORATION		
Corporation Name:		
Is this a Foreign Corporation?	YES NO	Place of Incorporation:
Incorporated under the State of Texas Laws?	YES NO	
Mailing Address:		
Business Location:		
Local Person in Charge:	Phone Number:	
Email Address:		
List the names of all officers, directors and trustees:		
PROPERTY MANAGEMENT COMPANY		
Property Management Company:		
Address:		
Email Address:	Phone:	
Agent's Name:	24/7 Emergency Contact:	
Signature of Owner/Agent:		Date:
Mail to: City of Ennis, P.O. Box 220 Ennis, TX 75120 or Email to: healthdept@ennistx.gov	Fax to: 972-875-8540	A penalty (max \$2,000) for failure to register the property or for providing false information.
		FOR OFFICE USE ONLY

Rental Permit Rate Table:
 Single - Family Dwelling Units - \$20.00/ Per Unit Annually
 Duplexes – \$20.00/ Per Unit Annually
 Multi – Family Dwelling (3+ Units) – \$15.00/ Per Unit Annually
 Late Registration 1st month \$150.00

Rental Permit Rate Table Continued:
 Late Registration each month thereafter the initial late fee charge - \$50.00
 Initial Inspection NO CHARGE
 1st Re-inspection NO CHARGE
 2nd Re-Inspection - \$75.00
 Subsequent Re-Inspection(s) - \$150.00